

LOS ALAMITOS UNIFIED SCHOOL DISTRICT  
Office of the Personnel Commission  
10293 Bloomfield St.  
Los Alamitos, California 90720

PERSONNEL COMMISSION  
MINUTES OF THE REGULAR MEETING

ADOPTED  
July 10, 2024

1. The meeting was called to order by Commissioner Baldwin at 4:01 pm.
2. Louis Truxton led the Pledge of Allegiance.
3. Commissioners Present  
Kimberly Baldwin  
Virginia Wilson  
David Boyer  
Staff Present  
Ryan Weiss-Wright  
Erika Guerrero
4. Community/Staff Participation in Open Session and Non-Agenda Items: Cathie Severin shared that her participation in the Summer school program has been great. She was impressed by the many avenues that the district provides to ensure students are finishing their credits at a good pace and graduating on time. Dr. Weiss- Wright confirmed that the district had a 100% graduation rate.
5. Commissioner Comments: Commissioner Wilson offered her congratulations to Commissioner Baldwin for her induction as a board member of the PCASC. She participated in the dinner that took place in June and enjoyed the event.  
  
Commissioner Boyer offered his congratulations on another successful school year. He was also able to attend the PCASC dinner and found the speakers to be very informative. He shared that it gave him a better understanding of the events taking place at the state level.  
  
Commissioner Baldwin shared that she had been inducted as a board member at the PCASC dinner and had a very enjoyable evening.
6. Approval of the Minutes of the June 5, 2024 as amended, Regular Meeting:  
MSC Wilson – Yes / Baldwin – Yes / Boyer – Yes. Vote 3-0
7. Personnel Director's Report and Review of Open Job Postings: Dr. Weiss-Wright shared that there have been several recent hires throughout various classifications. IA- Visual Arts, Visual Arts Gallery Assistant, Theatre Production Supervisor, Skilled Maintenance Worker- HVAC, IA- Dance & Choreography, and IA- Vocal Music/ Show Choir. The Classified Personnel Department is currently working on the following recruitments: Instructional Assistant- Drama & Theatre, Instructional Assistant- General Music, Instructional Assistant- Instrumental Music, Instructional Assistant-

Vocal Music/Show Choir, Nutrition Operations Manager, Pool Maintenance Worker, Transportation Operations Supervisor, and Student Supervision Assistant.

Dr. Weiss-Wright shared that the district is finalizing the settlements for the 15- minute rest periods for the instructional assistants. Commissioner Boyer asked what was being done to ensure that going forward everyone is taking their due breaks. Dr. Weiss- Wright confirmed that at the site level, supervisors are ensuring that everyone has a scheduled break. In the event that a scheduled break is missed everyone agreed that a partnership between staff and admin is needed to ensure then that coverage is provided so that the employee can take their break.

Dr. Weiss- Wright also informed the commissioners that they have started scheduling their negotiation dates with CSEA for the upcoming year. He also shared that the Classified Summer Assistance Program checks are being sent out and Los Alamitos Unified is one of the last districts still committed to this process which is a great incentive for our employees. Dr. Weiss- Wright shared that he and Louis Truxton were going to begin to review and revise the various job descriptions and their goal is to ultimately clean up the series in the next few years. Commissioner Wilson asked if they had any references to use as guidance. Dr. Weiss- Wright confirmed that they would be looking to the larger school districts for guidance. They will also be using survey data and getting input from various CSEA representatives and administrators. Dr. Weiss-Wright reminded the commissioners that the New Hire Luncheon is going to take place on July 24<sup>th</sup>. Commissioner Wilson asked how many credentialed and classified employees were hired. Dr. Weiss- Wright responded that there is a total of 96 classified and 28 certificated employees were invited to the luncheon. Commissioner Boyer expressed his admiration for the district and the fact that these incentives are provided to new employees. Commissioner Baldwin agreed and asked if there was anywhere on the district website that promotes the district's non-financial employee incentives. Dr. Weiss-Wright said that it would be a good idea to add that information for prospective candidates interested in working for the district. The next PC Meeting will be August 14, 2024 in the Board Conference Room.

8. Discussion of California Bill AB 2088: Commissioner Baldwin reviewed that AB 2088 would require an education employer to accept a current employee that meets the minimum qualifications for a position and holds the highest seniority regardless of previous position with the employer, essentially a revision of AB 1699. CSPCA is asking for interested parties to send their logo to the coalition in support of opposing the bill. Commissioner Wilson asked if that was a decision that the personnel commission was able to make. Dr. Weiss- Wright confirmed that they would have to inform the board that the Personnel Commission recommends that the district be included in the coalition.

## CONSENT

- 9.a. Ratification of the Instructional Assistant- Dance & Choreography Eligibility List  
MSC Wilson – Yes / Boyer – Yes – Baldwin – Yes. Vote 3-0
- 9.b. Ratification of the Instructional Assistant- Visual Arts Eligibility List  
MSC Wilson – Yes / Boyer – Yes – Baldwin – Yes. Vote 3-0

9.c. Ratification of the Visual Arts Gallery Assistant Eligibility List  
MSC Wilson – Yes / Boyer – Yes – Baldwin – Yes. Vote 3-0

9.d. Ratification of the Skilled Maintenance Worker - HVAC Eligibility List  
MSC Wilson – Yes / Boyer – Yes – Baldwin – Yes. Vote 3-0

Discussion: Commissioner Wilson thought it was interesting that the eligibility lists were very different in the number of candidates in each. Erika Guerrero explained that the recruitments had a high number of candidates but only a few actually met the requirements and qualified for the eligibility list.

#### ACTION

10. Approval of renewal of membership in CODESP for the 2024 – 20245 school year  
at a cost of \$2,675.00

MSC Wilson – Yes / Baldwin – Yes – Boyer – Yes. Vote 3-0

Discussion: Commissioner Baldwin asked how much the membership cost for the 2023-2024 school year. Erika Guerrero informed them that it was \$2500 last year and has increased by \$175.00 for this year.

11. Closed Session: Employee Discipline, Dismissal, Release and Complaint (Government Code 54957)

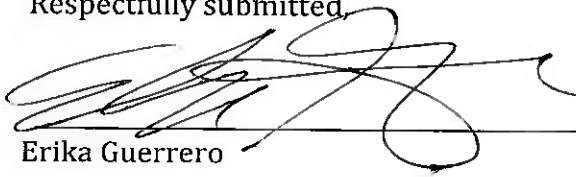
None.

12. Open Session: Report of Closed Session Action, if any:

No Action Taken.

13. Adjournment: Commissioner Baldwin adjourned the meeting at 4:47pm.

Respectfully submitted,



Erika Guerrero

08/14/2024